

~~SECRET~~**ROUTING AND RECORD SHEET****SUBJECT:** (Optional)

Staff Minutes

**FROM:**

Policy and Plans Staff

**EXTENSION****NO.****DATE**

31 March 1986

**TO:** (Officer designation, room number, and building)**DATE****RECEIVED****FORWARDED****OFFICER'S INITIALS****COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

C/PPS

3/31/86

Mr

2.

3.

EO/OS

3/31

/

4.

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13.

REGRADE TO CONFIDENTIAL WHEN  
SEPARATED FROM SECRET ATTACHMENT

14.

15.

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28 March 1986

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1. OS BUDGET EXERCISE

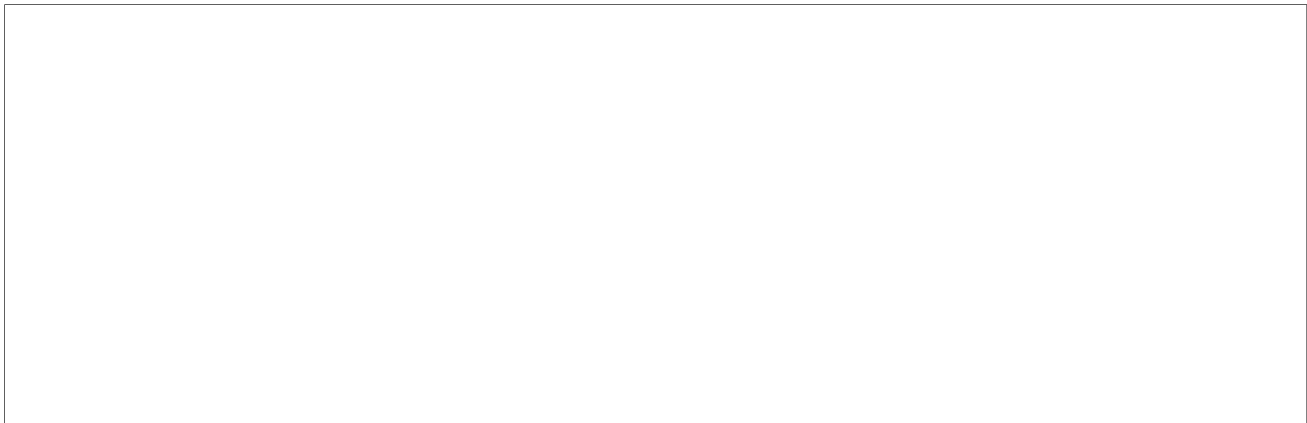
The Director advised that the current budget exercise is progressing with some success but not without a struggle. While the current budget program is believed to be the most unusual and unique in the Office's history, he feels that there is strong support from the DDA, the seventh floor in general and also at the Congressional level. With the juggling of '86, '87, and '88 budget issues, there still exists a great deal of uncertainty in the Office's overall budget for fiscal years 1987 and 1988.

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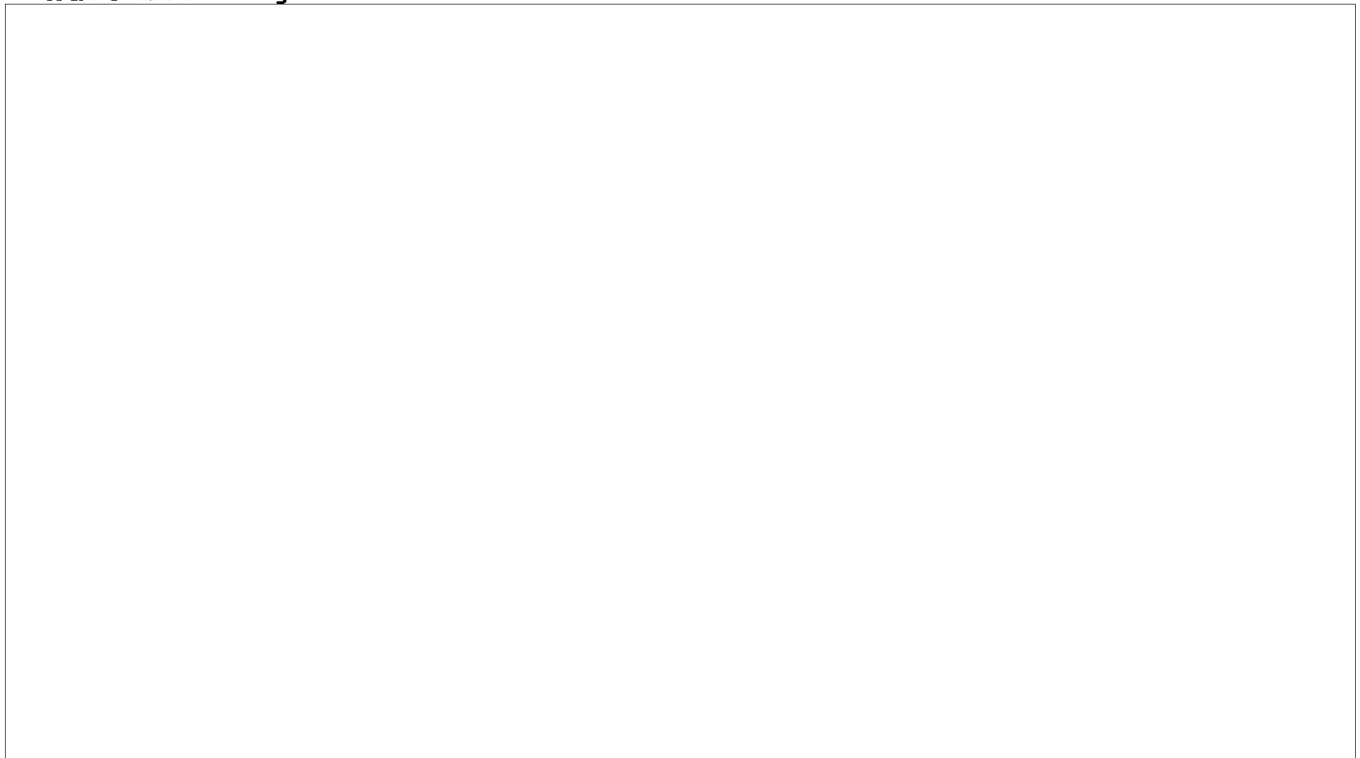
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4. PERSONNEL SECURITY ADJUDICATION PANEL

DD/PS is serving as chairman of a recently established adjudication panel designed to alleviate the backlog in applicant cases and reduce processing time. This is a striking departure from the traditional method of processing cases as the panel is able to review and discuss the case, making a final adjudication decision on the spot. To date, 101 applicant files have been adjudicated.

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7. CLEARANCE DIVISION SEMINAR

On 8 and 9 April, Clearance Group is sponsoring an in-house suitability seminar. Experts and interested persons within the

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Agency and outside the organization will participate. Specific suitability issues to be addressed include financial responsibility, drug use, sexual preference and criminal behavior.

25X1 8. Quality Step Increase

25X1  has received a Quality Step Increase in  
25X1 recognition of his sustained superior performance while  
25X1  ce.

25X1  has received a Quality Step Increase in  
25X1 recognition of his sustained superior performance while  
25X1

25X1  has received a Quality Step Increase in  
25X1 recognition of his sustained superior performance while  
25X1 assigned to the Security Analysis Group.

25X1 9. Special Achievement Award

25X1  has received a Special Achievement Award  
25X1 in the amount of \$500 for his contributions in connection  
25X1 with conducting technical surveillance countermeasures  
25X1 inspections.

25X1 11. Appreciation for Exceptional Action

25X1  has received a letter of appreciation from  
25X1 the DDA for her immediate application of medical  
25X1 assistance for a fellow employee in a life-threatening  
25X1 situation.

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16. Position Available (U)

From time to time the Office of Security is advised of employment opportunities in private industry and this data is normally posted on a bulletin board in our Personnel Management Staff as being of possible interest to individuals eligible for or thinking of retirement. The suggestion has been made that this information be made accessible to our officers in the field, and it is being done so

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Security Programs Manager, AT&T Bell Labs, Room 4A364, Whippany Road, Whippany, NJ 07981. Seeking security officers with project experience, salary range \$40K, contact John Douglas

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